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27 June 1972

MEMORANDUM FOR: Acting Director of Training

THROUGH : Chief, Operations School

SUBJECT : Course Report, CS Records II, #7-72
dated 19 - 23 June 1972

Student Body

1. Sixteen students attended the course. They ranged in grade from GS-04 through GS-11 (average, GS-07) and in length of service from one year through seventeen years (average, six years). Their offices of origin were:

EUR	3
FE	3
NE	1
SB	2
WH	1
ISD	2
██████	1
CA	2
CI	1

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Guest Speakers

2. All speakers were our regular representatives. ██████████ C/Western Europe/Central Reference Service, appeared for the last time. She is retiring in June. Her talks have been much appreciated, for her experience covers every major program developed in CRS and she has been able to answer almost any question the students put forward.

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Course Content and Presentation

3. There were no changes in either.

Student Critiques

4. Students have been asked to provide whatever suggestions occur to them for ways in which the course can be improved. None have so far been received.

Chief Instructor's Comments

5. This course was considerably over-subscribed, apparently because of the ISD memorandum directing that those who are supposed to do name traces will attend CS Records I and II. Eight students had to be put off until next September, and it was a considerable relief when two more cancellations brought the class total to sixteen, the largest number we could accommodate in room 812.

6. There was some dislocation because of hurricane Agnes. One student from Manassas missed an entire day, and several others missed part of one. All managed to catch up, however, and class rapport was improved, if anything.



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Chief Instructor

Attachments

- A. Course Schedule
- B. Student Roster

Distribution

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